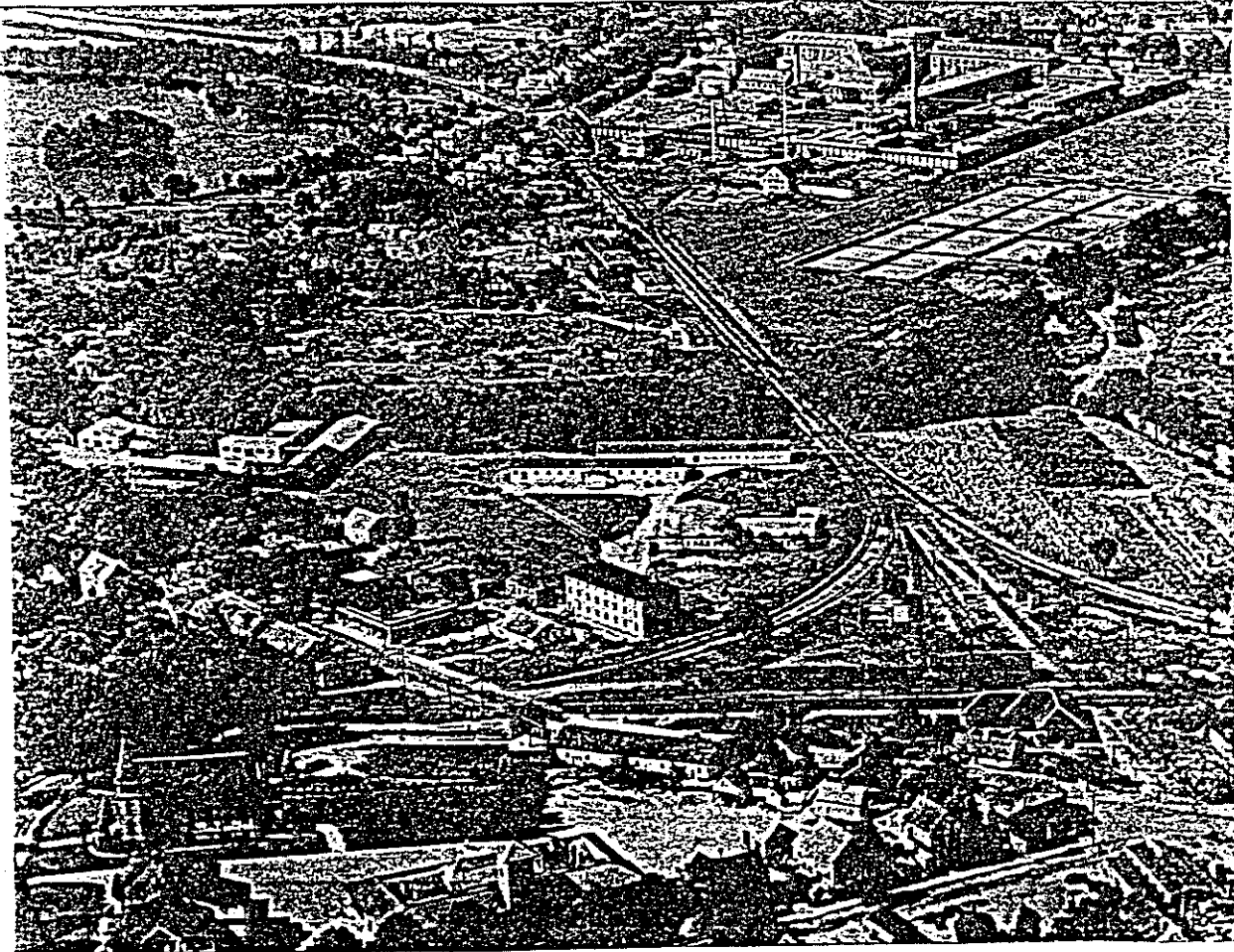


# WEST CONCORD STUDY COMMITTEE

## ACTIVITY REPORT FOR PHASE ONE



Town of Concord  
November 1992

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~~X~~ This is an interim report to the Planning Board and the Board of Selectmen on the activities of the West Concord Study Committee. The committee had its first meeting in early August with a scheduled Phase 1 completion date of October 31, 1992.

The Committee Membership is

Jane Prentiss, Chairman	Planning Board Representative
Peter Farrow	Planning Board Representative
Toby Kramer	Affordable Housing Committee
Frances Benjamin	Historical Commission
Jim Waggett	Natural Resources Commission
Maynard Forbes	West Concord Business Person
Frank Shorey	West Concord Resident at Large
Al Lima	Staff: Director of Planning and Land Management
Judy Walpole	Selectmen Liaison

The West Concord Study Committee has been meeting almost weekly since August. We have walked parts of the community, studied previous plans, reviewed the areas existing zoning land use and open space areas, met with individuals, and held public forums to identify problems and concerns. We have identified a scope of work, defined a study area and appointed an advisory group. Much information has been compiled and categorized in this report. We will evaluate this information as we proceed with the plan. The following Table of Contents will guide you through the report each section of data has a cover sheet to give you a brief overview followed by the more detailed subject matter.

The committee would like to thank Carol Dwyer for her time, contagious enthusiasm and encouragement. Bill Sullivan and Peter Wells for each taking an evening to share their wealth of knowledge. Judy Walpole for her guidance and all the individuals who shared their problems and concerns as part of the first phase of this project.

## A. Review Previous Planning and Related Studies of West Concord

The studies listed below span a period from 1982 to 1990:

- West Concord Center Study 1983
- West Concord Parking Study 1982
- Long Range Plan 1987
- Town Common for West Concord Application
- Town of Concord Traffic Analysis and Circulation Plan
- West Concord Survey of Historical and Architectural Resources
- Junction Initiative Plan Wells/Prentiss 1990

The committee reviewed to varying degrees each of the studies. The studies often provided us with specific recommendations and/or reference information. Due to some time having passed since the studies had been done, we split the information into two categories: Tasks Completed and Tasks Not Completed. Later on we further refined this information under the headings outlined in our scope of work. This process helped us to take a considerable amount of data and put it into a more manageable and current form for analysis during phase II of our charge.

\* In an effort to keep the public informed, a copy of each of the original studies was placed at the Fowler Library for reference.

Attachment A which follows this cover page is the product of reviewing previous planning and related studies of West Concord

## **GOALS FROM PREVIOUS PLANS IMPLEMENTED TO DATE**

### **Circulation:** Traffic, Parking, Pedestrian, MBTA, Bicycle

Create a left-turn lane on Main St. at Baker Ave- see A

Create a left turn lane on Main st. at Church St.-see A

Coordinate timing of signals on Main St. - see A

Improve access to the commuter parking lot - see A

Widen Rte. 62 at Route 2 so that vehicles merging onto Rte. 2 are not blocked by cars waiting at the signal -see A

Increased enforcement of posted one-hour parking regulations to encourage greater usage and higher turnover of the available on street supply. \*This is On-going- see B

Improve the visibility of the Municipal parking lot through better signage to make shoppers aware of its existence. \*Currently underway-see B

Add a few spaces in the municipal lot by re-striping-see B

Better define the entrance to the municipal parking lot through signage and planting-see A

**Land Use Regulation:** Nothing Implemented to Date

### **Historic Preservation:**

Inventory West Concorde Historic Properties (1989) -see A

Acquire West Concord Depot-see D and A

### **Open Space and Recreation**

Landscaping of the pumping station -see A

Develop the abandoned right of way by the depot as a mini park- see A

### **Aesthetic:**

Place a large planter of simple design in the center of the traffic island-see A

### **Infrastructure:**

Although not identified in previous plans, cable conduit is currently being placed across Commonwealth Ave.

Undergrounding of wires is on-going as money and circumstances allow

**Commercial and Economic Viability:** Nothing Implemented to date

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A. West Concord Center Study, 1983

B. West Concord Parking Study, 1982

C. Junction Initiative Plan, Wells/Prentiss, 1990

D. Long Range Plan, 1987

## **GOALS FROM PREVIOUS PLANS NOT IMPLEMENTED TO DATE**

**Circulation:** Traffic, Parking, Pedestrian, MBTA, Bicycle

Improve access to the Beharrell St. Industrial Area- see A.

Redesign the Lawsbrook Rd. and Commonwealth Ave Intersection-see A.

Redesign Church St. / Commonwealth Ave Intersection- see A.

Street Parking- investigate in the vicinity of Derby St. and Main St.- see A.

Parking Area - create an additional 50 Parking Spaces behind the retail stores on Beharrell St. see C

Parking and Access- Harvey Wheeler Center include church parking and relocation of the tot lot.- see C

Parking - Condons Store is planning a reconfiguration to accomodate more.

Bradford St. Area property owners need to clear up ownership and easement issues and agree on a design plan for a consolidated parking lot.- see C

Improve Vehicular access to new or improved mid block parking areas. -see C

Eliminate the number of intersecting driveways and replace them with pedestrian walkways. -see C

Institute a Bike Path on RR ROW and/or Parking-see C

Rebuild Derby St. with Curbing and Sidewalks.-see C

Provide Curbing and restrict parking on side streets. - see C

Narrowing the roadway and introducing "neck downs" of expanded sidewalks at specially- designated pedestrian crosswalks.- see C

Provide a Path to link Harvey Wheeler Center and Commonwealth Ave. -see A

A sidewalk should be constructed on Conant St. from Domino Drive with a crossing near the Rideout car park. - see A

A sidewalk should be provided on the west side of Bradford Ave connecting Rideout Playground at the end of the street and Commonwealth Ave -see A

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A. West Concord Center Study, 1983

B. West Concord Parking Study, 1982

C. Junction Initiative Plan , Wells/Prentiss1990

D. Long Range Plan, 1987

## **GOALS FROM PREVIOUS PLANS NOT IMPLEMENTED TO DATE**

### **Land Use Regulation: Zoning**

Rezone the Beharrell St. Industrial Area- LI/B- see A

Rezone the Bradford St. Commercial Area- new district LI/B/Res- see A

Change Open Space Requirement for business/ residence mixed uses, and setback requirements for business districts in West Concord Center. -see A

Revise the use, density and dimensional requirements for Business and Industrial Zones see C

Redesign the open area at Beharell St. to accommodate a new building and additional parking-see C

### **Housing:**

The focus of previous plans had not been housing Initiatives although mention is made In the Junction Initiative Plan and Town Common Proposal.

The White and Green Row housing structures owned by the state have been continually identified for housing by the Town of Concord

### **Commercial and Economic Viability:**

Fascillitate affordable retail space-see D

### **Open Space and Recreation:**

Create a Riverside Park on the Assabet River-see A

Mow and maintain the area between the West Concord Shopping Plaza and The Assabet River as a sitting area. see A

Construct a small seating area and planting in front of the Post Office. see A

Boston Gas Site- see A: Establish a park like grassed area along the Assabet River  
Locate a convenient boat landing within the area  
Provide a Trail on high land along the river bank to the outlet of Nashoba Brook  
Obtain a Conservation restriction on that portion of the site at the junction of Nashoba Brook and the Assabet River.

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A. West Concord Center Study, 1983

B. West Concord Parking Study, 1982

C. Junction Initiative Plan , Wells/Prentiss 1990

D. Long Range Plan, 1987

## **GOALS FROM PREVIOUS PLANS NOT IMPLEMENTED TO DATE**

### **Historic Preservation:**

Investigate the establishment of an Historic District Historic Properties or designation of Historic Properties see A

### **Aesthetics:**

Provide a planting area at the intersection of Baker Ave. and Main St. as an attractive entrance to West Concord -see A

Provide an enhanced "urban " planting at the intersection of Main and Church Sts.- see C

Plant Shade Trees along both sides of Main St. at Church St.-see A

New Plantings at the corner of Church and Main Sts. at the corner of the Playground

Implement an intensive planting of street trees on Commonwealth Ave., near Dunn Square.

Plant Trees in the Pre-school area of Rideout playground to shade the metal equipment.- see A

Screen the Industrial buildings on Beharrell St. from the municipal parking lot with low maintenance plantings.-see A

Define the edge of Main St. between Baker Ave and Church St with appropriate plantings.-see A

Improve the appearance of the Parking lot between the Commonwealth Ave Shops and the Bradford Furniture Building. see A

### **Infrastructure:**

Place wiring underground along Main St. from Baker Ave to Church St. and along Church St. to Commonwealth Ave. - see A

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A. West Concord Center Study, 1983

B. West Concord Parking Study, 1982

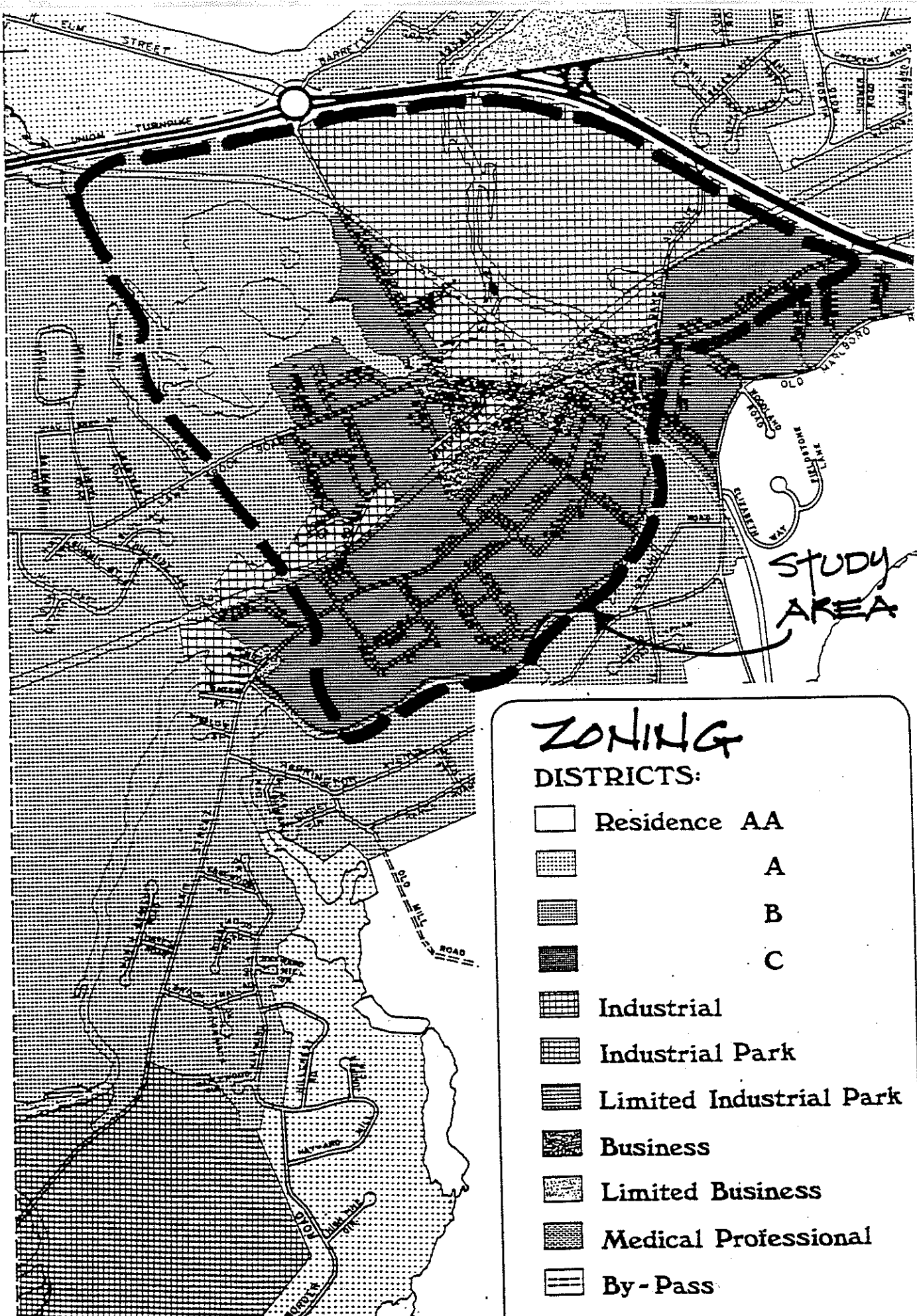
C. Junction Initiative Plan , Wells/Prentiss, 1990

D. Long Range Plan, 1987














## B. Review the existing Zoning, Land Use, and Open Space

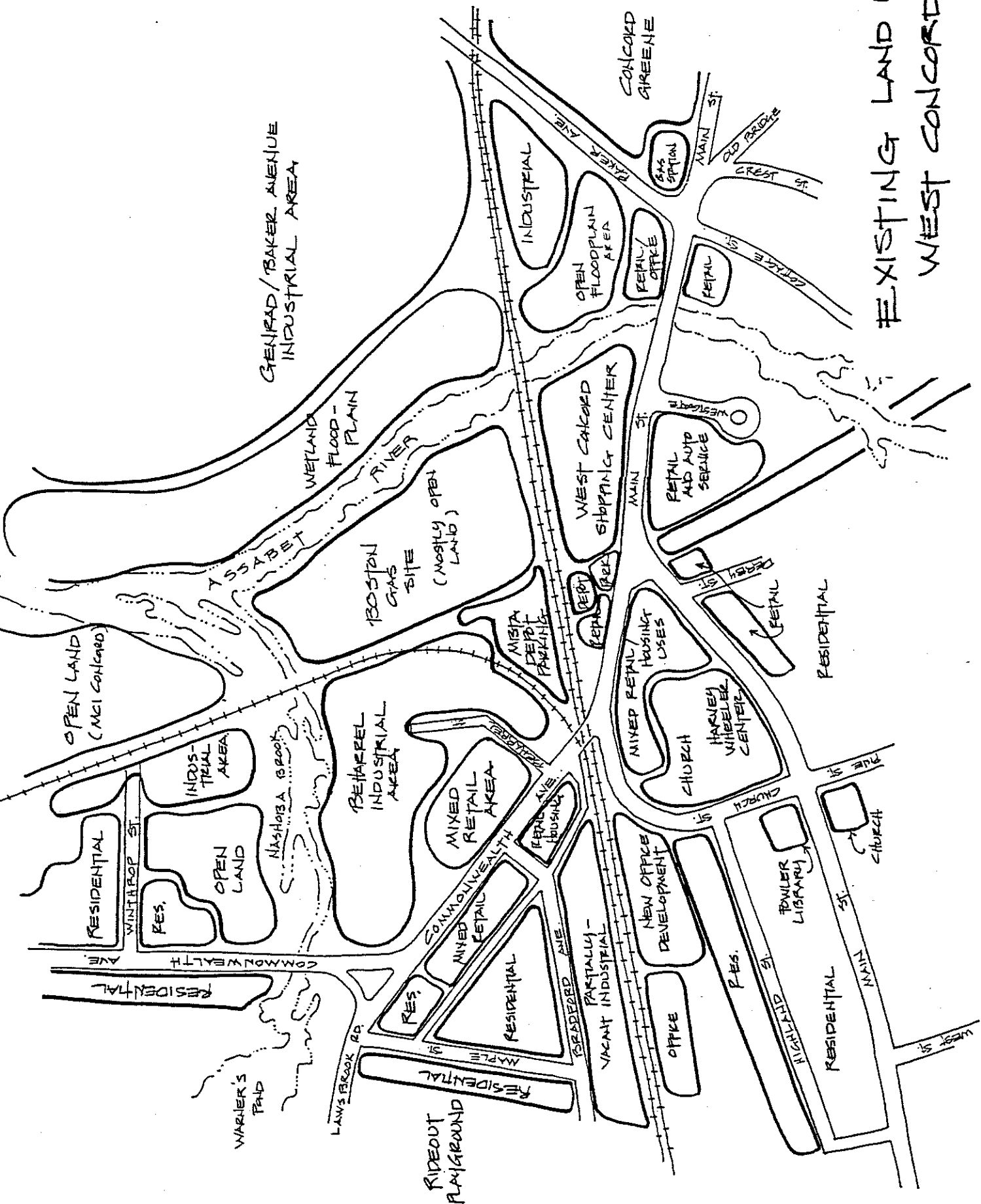
See Attachment B following this cover page for a general overview of this effort. Existing land use is complex because the land use is often diverse and a multiple of uses may exist on a single tract



# ZONING

## DISTRICTS:

-  Residence AA
-  A
-  B
-  C
-  Industrial
-  Industrial Park
-  Limited Industrial Park
-  Business
-  Limited Business
-  Medical Professional
-  By - Pass



# EXISTING LAND USE WEST CONCORD

## C. Identify Problems and Concerns

The committee recognized that much effort had been put into identifying problems and concerns in previous studies, but the last effort to look at this was in 1990. A plan was formulated to get more current information. This included committee representatives meeting with department heads and or chairpersons. Additionally, a public forum process was set up to receive input from the public at large. To date we have met with

Barbara Powell- Library Director-re: Fowler

Dan Sack-CMLP-re: Infrastructure

Hal Storrs-PWD- re: Infrastructure

Marcia Ast Rasmussen-Town Planner-re: general discussion

Carol Dwyer-previous committees-a historical perspective

Bill Sullivan-many previous committees

Peter Wells-co-author Junction Initiative Plan 1990

Dan Monahan-NRC

NRC- was given an overview of our charge

Sue Curtin- Historical Commission

Concord Historic Commission- was given an overview of our charge

Public Forum- 10/8 12:30-2:00 p.m. aimed toward businesspersons

Public Forum- 10/14 6:00-7:30 p.m. aimed toward businesspersons

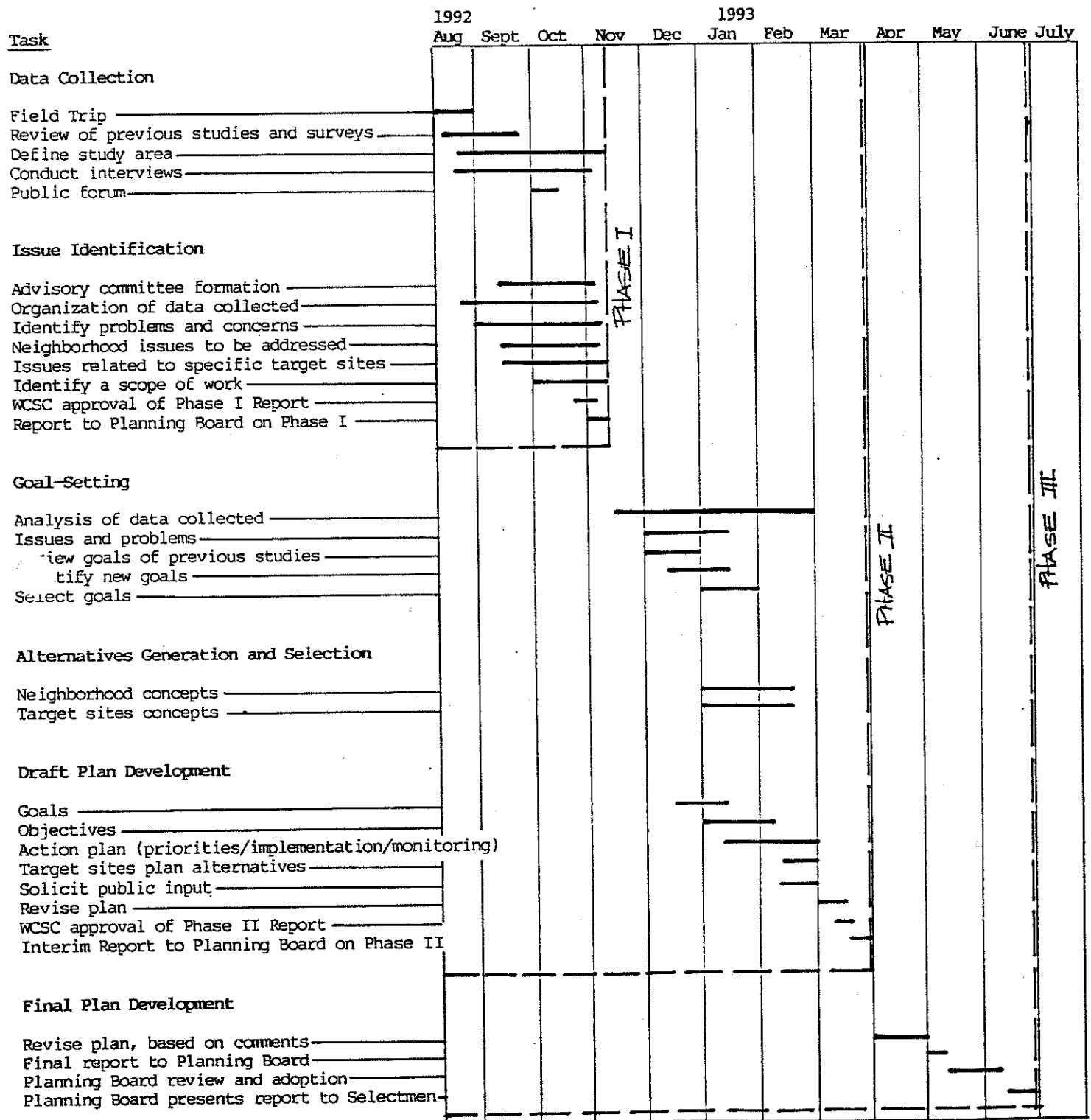
Public Forum-10/28 7:30 p.m. aimed toward residents

This effort will be ongoing and we will be meeting with more groups and individuals.

At each of these meetings notes were taken and later compiled under the headings identified in our Scope of Work. Following this cover page see attachment C for that compilation.

DRAFT: FOR DISCUSSION PURPOSES

## SCHEDULE OF WORK FOR THE WEST CONCORD STUDY



'gc

WCSC/#17

## Compilation of Data from Forums and Other Dept. Meetings

### Land Use Regulation

Concern was expressed over residential zoning abutting an Industrial zoned area. Sited as an example Porter Sq. Cambridge

Director of Planning and Land Management stated that housing could be put in under a Comprehensive Permit without a Zoning change on the Boston Gas site.

It was noted that the Zoning Bylaw was changed in 1988, no longer allowing retail as an accessory use in the Industrial District. Why? Where is the data to support this change.

#### Site Plan Approval

asks for too much, costs too much, no differentiation between major and minor changes; take some changes out of site plan approval process and into Town Planners' authority. Ex. Planning Board approval needed for improvements to parking Area > 300 sq. ft.

Change of use procedure needs to be relaxed so that approval can be made at lower level. Consider as part of the determination when the last site plan was reviewed

The process needs to be predictable for the applicant.

Concerns expressed regarding Sign Bylaw-no provision for For Sale/For Lease in Commercial/Industrial districts but you can in Residential?

When a Bradford St. building had its siding removed, the old "Allen Chair" Sign was revealed, of historic value it is much larger than what is allowed under the current sign bylaw.

Limited Industrial/Business/Residential-needs a zoning change to allow residential zoning in the Beharrell St. area

Redevelopment Beharrell St.-Go vertical make use of buildings that exist and make more efficient use of land space

Bradford St. area is a going concern; housing had not been a consideration but the climate could be right now.

## Compilation of Data from Forums and Other Dept. Meetings

### Circulation: Traffic, Parking, Pedestrian, MBTA, Bicycle

#### Traffic

Safety Issue at the 99 Intersection?

Lights change to quickly for pedestrians/autos

Traffic uses Lawsbrook Rd. and other side streets to avoid Rte. 2

Need feedback on changes which will occur on Rte. 2

The location of the Handicap ramp at the MBTA station causes the gate to stay down even though the train has cleared the intersection, delaying traffic longer than necessary. Move ramp or switch?

#### Parking

Impact of retail uses on parking and vice versa

Parking is seasonal and time related

People staying longer in Parking spaces as new shops move in?

Employee vs. Customer Parking need to find long term spaces and lots for employees-possibly Bradford St, or the Railroad Bed, Village Cleaners Municipal Lot

Parking Meters may change the character of W. Concord

Master plan for Parking and Circulation on Beharrell St. dependent upon who is the most willing to get involved

Parking garage? Town financed? MBTA financed? similar to the one at Emerson Hospital/ under lot at rear of Our Ladies Church?

MBTA-impact of charging for parking on lots

Rails to Trails-Bike Path to connect Concord to W. Concord, Lowell to Sudbury along old Rail Path, need to replace bridge crossing the Assabet river, any backyard concerns?

#### Pedestrian

The narrow sidewalk on the Assabet river bridge is not adequate for safe pedestrian flow particularly in the Winter.

Pedestrian access from Baker Ave. needs improvement

The 99 intersection and the railroad crossing intersection are very busy for pedestrians.

The light changes quickly, people speed up in order to make the intersection by the "99". The road immediately narrows with parking on both sides of the street. Pedestrians using the sidewalk have to cross very carefully. Stopping for pedestrians in the sidewalk is frequently ignored.

Review right turn on red

## **Compilation of Data from Forums and Other Dept. Meetings**

### **Commercial And Economic Viability**

The Commercial Tax base is diminishing  
Building values are down, Mortgages may be greater in some cases than values, Interest rates are low, but banks are tight, little or no commercial money is available and when it is available only for short terms. The strength is in diversity a mix of retail, light industrial and housing

Many of the West Concord Center area properties have been with the same owners for a long time, frequently the owner of the property also owns a business on the property. Rents may not be as high and may attribute to stability in a slower economy, maintaining the services offered. With this Idea in mind, what changes can we expect as properties turn over. from a study conducted by Bill Sullivan comparing Concord's two main centers.

### **Marketing Type Survey**

How often do you park in the center area  
What Services do you use etc.  
Would Markets profit by a delivery service  
Do you walk or bicycle to shop

### **Housing**

Boston Gas Site-Is this a 21 E site?

con- to close to an industrial area  
pros-walk to work, use MBTA, retail nearby  
create a mix tie housing in with green space and retail  
good handicap access  
nice river view

Bradford St. wasn't considered for housing in the past since it was a going concern; currently has a variety of uses.

The current zoning does not list Housing as a use allowed in Industrial and Industrial Park Districts

Double check Junction Initiative Plan and town commons proposal for Housing Ideas

Include White Row in 1992 Study Plan, incorporate White Row task force report (24 units possible)

Can the Green Row be used on another site?



## **Compilation of Data from Forums and Other Dept. Meetings**

### **Open Space and Recreation**

#### **A. Assabet River and Tributaries**

1. Protect floodplains and wetlands by obtaining fee simple or lesser interests in selected properties
2. Enhance open space, recreation, wildlife and other natural resource values by development of a trail network, maintenance of meadows, clearance of vistas, prevention/abatement of pollution etc.
3. Develop access for canoes by acquisition of interests in land and development of ramp.
4. Maintain buffers along water courses

#### **B. Warners Pond**

1. Preserve pond shoreline by acquisitions or conservation restrictions
2. Maintain Pond by Implementing an aquatic vegetation monitoring and control program
3. Improve public access by landscaping to regulate impacts to shoreline, to control erosion, and to buffer residential uses and Commonwealth Ave. entrance
4. Prevent inappropriate uses by motorboats/snowmobiles and control fires by improved regulations and enforcement.
5. Enhance conservation land near dam to afford greater park-like benefit

#### **C. Lowell /Sudbury Rail Trail**

Promote the funding and the implementation of the design phase as recommended by the selectmen. Pursue the funding for the rail trail if the design/management proposals are acceptable to the town.

#### **D. Townscape**

1. Encourage the development of small green spaces throughout West Concord by maintaining vegetation, removing litter, installing signs, benches, trash barrels, etc., and connecting them with walking paths.
2. Promote the underground installation of utilities and roadway improvements (curbing and drainage) to enable the reestablishment of a treescape.
3. Develop a comprehensive engineered plan of utilities for use in developing a tree planting program.
4. Maintain vegetation along the commuter rail line
5. Promote and support private and public beautification efforts

## D. Identify the Scope of Work

The committee wanted to take a comprehensive approach to this plan with specific target areas therefore the following categories were formed with each member assigned responsibility for their chosen category

**Circulation: Traffic, Parking, Pedestrian, MBTA, Bicycle:**

Frank Shorey and Maynard Forbes

**Housing:** Toby Kramer

**Commercial and Economic Viability:** Maynard Forbes

**Open Space & Recreation:** Jim Waggett

**Historic Preservation:** Frances Benjamin

**Aesthetics:** All

**Land Use Regulation:** Peter Farrow

**Infrastructure:** Jane Prentiss

**Additional Assignments of Responsibility:**

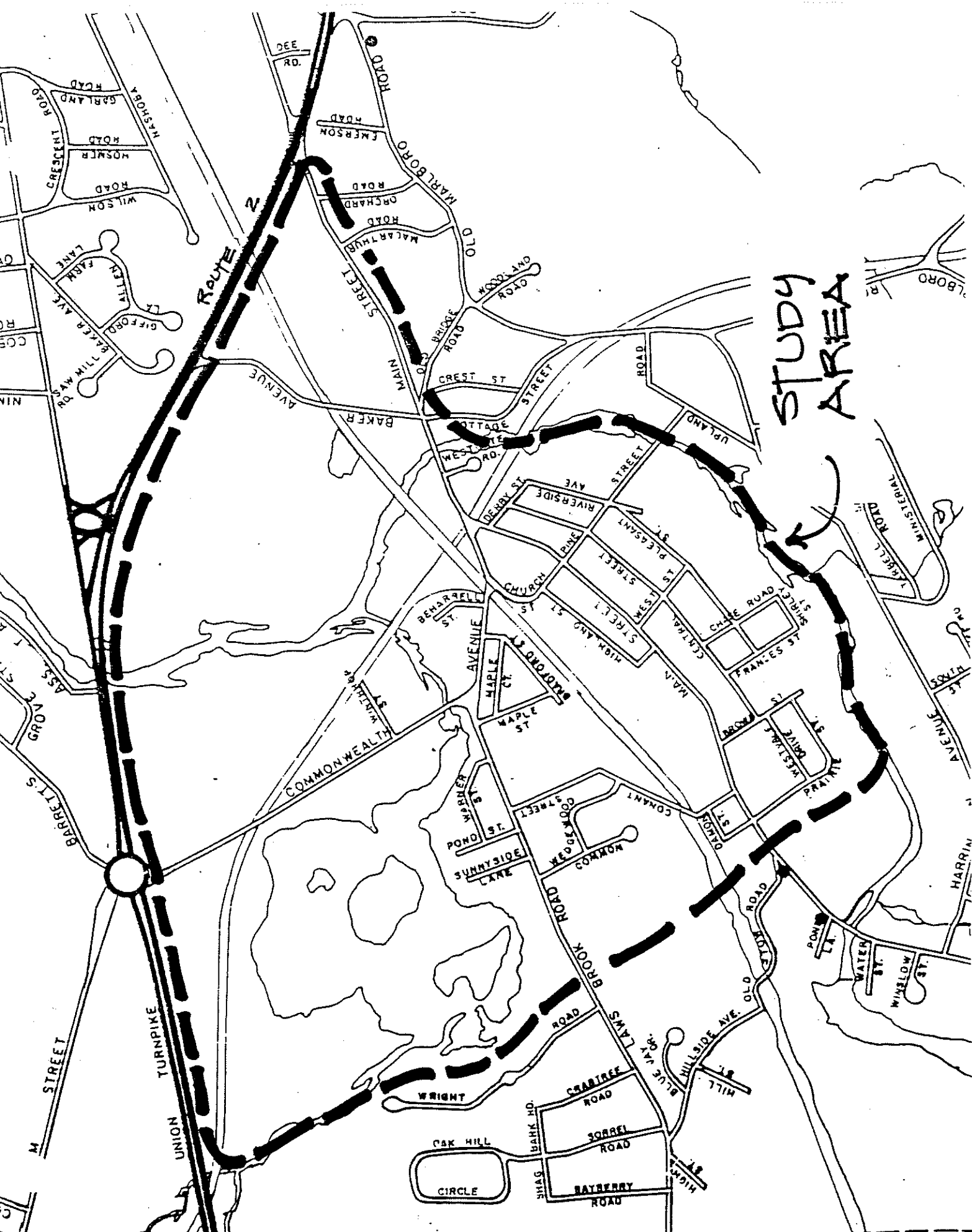
Staff support is from Director of Planning and Land Management, Al Lima, whose responsibilities include overall support and to keep the committee aware of other activities which may take place within our scope of work and study boundaries

Chairman, Jane Prentiss will assist on specific issues as needed and will coordinate information and support the activities within the committee

Attachment D which follows this cover page outlines a schedule of work for the study

## E. Define a Study Area

Identifying a Study Area was one of the last activities of phase I of the committee's tasks. We looked at boundaries from previous studies, we listened to citizen input, and we brainstormed issues and locations that would help define our study area. Attachment E is the consensus of that work. Please note we are very aware that some categories as outlined in our scope of work such as circulation are affected by a larger area then may be defined by our physical study area but we felt that we had to create a core study area in order for us to complete our work in the time allowed . We will make note of those areas which may not be included and evaluate what action to take as we proceed with the plan.



STUDY  
AREA

TOWN OF MARLBORO

## F. Identify an Advisory Group

The task of identifying an advisory group was approached with a number of objectives in mind, willingness to serve, professional assistance or experience on previous committees, a representation that either resides in the community and/or has the communities interests at heart. Additionally we wanted to create a bridge through the advisory group to the community. We waited to complete these appointments till after the public forums. The advisory groups' responsibilities may fall into assisting with data collection, keeping us in touch with community needs, giving us professional advice, identifying problems and concerns and/or being general overseers. The advisors do not have any voting authority. The minimum time commitment for an advisor is expected to be two hours a month. Please see the following list for names

<u>Persons</u>	<u>Category</u>
Joe Collins	Commercial Property Owner
Debra Stark	Business owner
Peter Wells	Resident, Previous Studies
Bill Sullivan	Resident, Bus., Prev. Studies
Roy Smith	Commercial Property Owner
Carol Rader	Housing experience
Andrea Lukens	Resident
Marian Thorton	CLCT, open space exp.
Bill Hetherington	Resident, PB
Ellie Horwitz	Resident, CLCT
Nicholas Zavolas	Professional Planner
Guy Di Giovanni	Housing experience

\*An orientation meeting has been scheduled for December 2, 1992 at the Harvey Wheeler Community Center at 7:30 p.m. for the advisors.

The committee would like to thank all the advisors for their willingness to serve on this community plan.

## G. Zoning Bylaw Identified for 1993 Town Meeting

### Retail As An Accessory Use In The Industrial District

Prior to 1988 Retail was allowed as an accessory use in the Industrial Zoned Districts. Our preliminary research does not show any evidence from minutes or the Town Meeting record as to why it is no longer allowed. Preliminary discussions with the current Planner, Building Inspector and business persons have indicated that putting this accessory use back into the Zoning Bylaw as previously drafted may be appropriate. The Building Inspector would make the determination as to whether the retail use was indeed accessory and would also make the determination as to how much parking would be required based upon current parking requirements for retail space. If parking is not available the appeals process may be used.

The West Concord Study Committee has discussed this and supported the concept. Peter Farrow whose appointed responsibility is Land Use Regulation will be presenting the language to the committee and the Planning Board for approval to proceed in the form outlined in the Planning Board Rules and Procedures for the Submission and Review of Amendments To The Zoning Bylaw in the near future.

## H. Minutes

Following this cover page you will find copies of our minutes in reverse chronological order. They do not reflect the detail of our discussions but they do provide some general reference.

## WEST CONCORD STUDY COMMITTEE

Agenda/Minutes      Nov. 4, 1992      7:30-10:15 p.m.

Members In Attendance:	selectman Liaison: Judy Walpole_____
Peter Farrow_x____	Frances Benjamin_x____
Jim Waggett_____	Frank Shorey_x____
Chairperson: Jane Prentiss_x____	Maynard Forbes_x____
Toby Kramer_____	Staff: Al Lima_x____

### Overview of Our Charge - Phase 1- Oct. 31, 1992

- . **Define a Study Boundary**
- . **Identify an Advisory Group**
- . Review Previous Planning and related studies of West Concord
- . Review the areas existing zoning, land use and open space areas.
- . Identify the Scope of Work
- . Identify Problems and Concerns

### Minutes

Maynard Forbes informed the committee about the selectmans decision to place parking meters along Commonwealth Ave as part of the MBTA and town lot metering, this is currently scheduled for completion in early January more details on this will be available from Planner Marcia Ast Rasmussen when we meet with her in December

Peter Wells gave the committe an overview of the plans designed for the Junction Intiative Plan, we talked about the cost of a comprehensive professional planning study at todays rates. Peter suggested we use what we could from the Junction Intiative Plan and extend the planning efforts to incorporate Boston Gas as well as other concerns. Al Lima suggested a design competition. Frances- grant money for a museum for W. Concord

The committee okayed the remainder of the Advisory Committee appointees: Jim Smith, Guy Di Giavanni or Andrea Lukens, Ellie Horwitz, Nicholas Zavolas and Peter Wells

Reviewed the outline for the report to be given to the Planning Board and the Board of Selectman on the completion of Phase One -See Agenda for outline

Identified the Study Area brainstormed sites on the assesors map.

Al Lima to take care of having a study areadrawn on the map

Discussed potential housing on Boston Gas to be sensitive in design and style. Peter Farrow asked about status of the green row and could they be moved to B.G. site. DOC wants to tear them down.



**Agenda/Minutes-Amended**      Oct. 14, 1992      7:30-9:30 p.m.

Members In Attendance:	Liaison: Judy Walpole__x__
Peter Farrow__x__	Frances Benjamin__x__
Jim Waggett__x__	Frank Shorey__x__
Chair: Jane Prentiss__x__	Maynard Forbes__x__
Toby Kramer__x__	Staff: Al Lima__x__

**Overview of Our Charge - Phase 1- Oct. 31, 1992**

- . Define a study Boundary
- . Identify an Advisory Group
- . Review Previous Planning and related studies of West Concord
- . Review the areas existing zoning, land use and open space areas.
- . Identify the Scope of Work
- . Identify Problems and Concerns

**Minutes**

**Update on Members Activities**

The pubic forum ran from 6:00-7:30 p.m. Minutes from the forums will be compiled under the headings identified in our scope of work.

Many thanks to Maynard Forbes for his assistance in getting together a business persons mailing list and for spreading the word.

Jim Waggett has met with Dan Monahan and briefly with Chairman of the NRC Betsey Stokey to identify some of the open space as well as to let them know what the committee is doing..

Frances Benjamin has met with Historic districts commission to let them know what the committee is doing. Frances reminds us that the Historic Districts Survey will be presented Wed. Oct. 21, 1992.

Jane gave an overview of the meeting with Hal Storrs and Dan Sacks their comments and suggestions will be incorporated into our evaluation framework.

**Advisory Committee Appointment**

Carol Radar was nominated and appointed to the Advisory Committee she is currently assigned to the Boston Gas Site by the Affordable Housing Committee

**Other Discussions**

Some discussions on the Zoning change that no longer allowed retail as an accessory use in the Industrial District, 1988. Peter Farrow would like more background info from staff on this.

A general overview was given on what tasks remained in Phase one.

Chairman asked how people felt about what has transpired so far

**Agenda/Minutes-Amended**Oct. 7, 19927:30-10:00 p.m.

Members In Attendance: Liaison: Judy Walpole \_\_\_\_\_  
Peter Farrow \_\_\_x\_\_\_ Frances Benjamin \_\_\_x\_\_\_  
Jim Waggett \_\_\_x\_\_\_ Frank Shorey \_\_\_x\_\_\_  
Chair: Jane Prentiss \_\_\_x\_\_\_ Maynard Forbes \_\_\_x\_\_\_  
Toby Kramer \_\_\_x\_\_\_ Staff: Al Lima \_\_\_x\_\_\_

**Overview of Our Charge - Phase 1- Goal Date Roughly Oct. 31, 1992.**

- . Define a study Boundary
- . Identify an Advisory Group
- . Review Previous Planning and related studies of West Concord
- . Review the areas existing zoning, land use and open space areas.
- . Identify the Scope of Work

**Minutes**

Assignment of responsibility as outlined in the Scope of Work

Circulation: Maynard Forbes and Frank Shorey

Land Use Regulation: Peter Farrow

Housing: Toby Kramer

Commercial and Economic Viability: Maynard Forbes

Open Space and Recreation: Jim Waggett

Historic Preservation: Frances Benjamin

Aesthetics: All

Summarized Advisory Committee Appointees to date:

Bill Sullivan, Joe Collins, Roy Smith, Debra Stark, Marion Thornton was elected this evening- all to receive a cover letter and packet outlining our charge

Summarized Presentation to be made at Business persons forum

Note that we are in the data collection phase only, present an overview highlighting what is happening during phase one of the charge let everyone know that copies of the previous studies are now on view at the Fowler Library.

Continue to set up meetings to collect data from other sources

next meeting is scheduled with Dan Sacks and Hal Storrs to get an overview on Infrastructure issues for Tues. Oct. 13, 1992 in Al Lima's office.

Dates to Remember:

Thursday Oct. 8, 1992 at 12:30 p.m. at Harvey Wheeler

Wednesday Oct. 14, 1992 at 7:30 p.m.

Wednesday Oct. 21, 1992-no meeting-Historic Districts to give presentation

Wednesday Oct. 28, 1992 at 7:30 p.m. Residents Forum

## **WEST CONCORD STUDY COMMITTEE**

**Agenda/Minutes-Amended**      Sept. 23, 1992      7:30-10:00 p.m.

Members In Attendance:	Liaison: Judy Walpole_____
Peter Farrow_x____	Frances Benjamin_____
Jim Waggett_x____	Frank Shorey_x____
Chair: Jane Prentiss_x____	Maynard Forbes_x____
Toby Kramer_____	Staff: Al Lima_x____

### **Overview of Our Charge - Phase 1- Goal Date Roughly Oct. 31, 1992.**

- . Define a study Boundary
- . Identify an Advisory Group
- . Review Previous Planning and related studies of West Concord
- . Review the areas existing zoning, land use and open space areas.
- . Identify the Scope of Work

### **Minutes**

Bill Sullivan shared some of the highlights of the Town Commons Proposal, 1983 West Concord Study, and some ideas behind the Junction Initiative Plan .

"Owner occupied business space tends to change less than spaces owned for investment" was an observation from an economic study Bill conducted  
Some questions raised during the discussion:

1. Is retail allowed as a principal, an accessory use or not at all in the Industrial District? What is the History on that subject ?
2. Is the language for the Industrial District clear or ambiguous?
3. Can EOCD tell us if a Comprehensive Housing Permit is allowed in an Industrial District?
4. How will the active and passive Open Space component be intergrated on the Boston Gas site?
5. Planning for B.Gas site should consider how it will intergrate with the surrounding land uses and circulation
6. On Infrastructure Bill shared with us one of the reasons that the sewer would be difficult to expand.; It's very costly to put a larger capacity pipe under the river. The difficulty being cost and bureaucracy.
7. How the Rivers proposal would affect the B. Gas site, future of this legislation is uncertain. Wild & Scenic Rivers, which is a different project, does not create a problem.

**Meeting Dates** No meeting Sept. 30, reg. meeting 10/7, Bus. lunch forum 10/8 from 12:30-2:00, Bus. evening forum 6:00-7:30 10/14 followed by our regular meeting, Res. forum 10/28 7:30 - 9:00 p.m.

## WEST CONCORD STUDY COMMITTEE

### Agenda/Minutes

Sept. 16, 1992

7:30-9:45 p.m.

Members In Attendance:

Peter Farrow x

Jim Waggett

Chair: Jane Prentiss x

Toby Kramer x

Liaison: Judy Walpole

Frances Benjamin x

Frank Shorey x

Maynard Forbes x

Staff: Al Lima x later on

### Overview of Our Charge - Phase 1- Goal Date Roughly Oct. 31, 1992.

- . Define a study Boundary
- . Identify an Advisory Group
- . Review Previous Planning and related studies of West Concord
- . Review the areas existing zoning, land use and open space areas.
- . Identify the Scope of Work

### Minutes:

Reviewed Minutes of Sept. 9th

Presented Committee with copies of 1870 map of Concord with detail of Westvale accompanied by a historical chronology.

Presented copies of A Summary of Not Completed Tasks from previous plans redefined under the following Headings:

Circulation: Traffic, Parking, Pedestrian, MBTA, Bicycle

Housing: Not a focus in Previous Plans

Commercial and Economic Viability

Open Space & Recreation

Historic Preservation

Aesthetics

Land Use Regulation

Infrastructure

Discussion regarding input from the public the consensus was to enlist three ways

1. Businessmen Lunches first one on 10/7

2. Public Forum 10/14

3. Short informal Meetings staff and chairperson to meet with PWC, CMLP, NRC, All Housing Groups, DOC, Recreation Dept., Council on Aging to identify what may be current issues or future plans for the W. C. area.

A consensus was reached on four people to approach to work on the Advisory Committee they are : Bill Sullivan; res. bus property owner. prev. studies. Olebrook and or Collins; owns bus. and property. Roy Smith; owns bus. and property. Debra Stark, owns bus. Continued on reverse

It was decided to wait on appointing residents till after the Forum.

Maps were passed out from the 1983 West Concord Center Study to assist committee members to begin to visualize a study boundary using the document which summarizes all the incomplete tasks from all the previous plans. It is recognized that the boundaries will change after receiving input through the public data collection process.

It was agreed that for our final study Boundary Map, that the base map to use is the updated Assessors Map.

The committee also decided it wanted to meet on September 23 instead of taking the week off.

Note: all the previous plans and studies from the past 10 years are now available at the Fowler Library for public reference accompanied by a list.

## WEST CONCORD STUDY COMMITTEE

### Agenda/Minutes

Sept. 9, 1992

7:30-10:00 p.m.

Members In Attendance:

Liason Judy Walpole\_\_x\_\_

Peter Farrow\_\_x\_\_ Frances Benjamin\_\_x\_\_

Jim Waggett\_\_x\_\_ Frank Shorey\_\_x\_\_

Jane Prentiss\_\_x\_\_ Maynard Forbes\_\_x\_\_

Toby Kramer\_\_ Al Lima\_\_

Guests : Carol Dwyer Sub. Marcia Ast Rasmussen\_\_x\_\_

Carolyn Davies

### Overview of Our Charge - Phase 1- Goal Date Roughly Oct. 1, 1992.

- . Define a study Boundary
- . Identify an Advisory Group
- . **Review Previous Planning and related studies of West Concord**
- . Review the areas existing zoning, land use and open space areas.
- . Identify the Scope of Work

### Minutes:

Accepted minutes of Aug. 9 and 26th, 1992

Carol Dwyer gave a historical slide presentation showing a detailed map 1830, harness shop 1890, Lead Pipe Factory at Nashoba Brook, Harrington House, Colonel Brown House, Derby Farm, Association Hall then and now the Post Office, Cottage and Crest Sts. some example of new houses.

The Junction was always a busy place as many as 125 trains a Day passed through. The old Blueing factory had so much mail they had a chute directly attached to the Post Office.

A neglected Historic Site is the John Cummings House at the reformatory circle c.1730-45, How difficult would it be to move?

What makes up this area? "People, Associations, Organizations, Services, Events as much as Physical Things"

West Concord provides real services, real shops, meeting everyone needs- slide of Holly Holden in his machine shop

What has been the force behind the changes which have occurred to date "Individual Initiative" ex: Bill Sullivan Damondale Mill, The individuals who saved and restored the Harrington House etc.

Suggestions from Carol: plant Street Trees, open up Views to the river, protect the Nashoba Brook & Assabet River Junction, Open Space Map other ideas: Identify parcels not used and or for sale, Create assemblages ,Design Review Board- Historical

1993 is the 75th anniversary of the Harvey Wheeler Building and the 100th anniversary of the Depot, follow-up on this. Many thanks to Carol !

## WEST CONCORD STUDY COMMITTEE

### Agenda/Minutes

Aug. 26, 1992

7:30-9:30 p.m.

Members In Attendance:	Judy Walpole_____
Peter Farrow_____	Frances Benjamin_x____
Jim Waggett_x____	Frank Shorey_____
Jane Prentiss_x____	Maynard Forbes_____
Toby Kramer_x____	Al Lima_____x____till 8:00

### Overview of Our Charge - Phase 1- Goal Date Roughly Oct. 1, 1992.

- . Define a study Boundary
- . **Identify an Advisory Group**
- . Review Previous Planning and related studies of West Concord
- . Review the areas existing zoning and land use and open space areas.
- . Identify the Scope of Work

**Agenda:** Review Aug. 19, 1992 Minutes, Time Line Plan, Advisory Committee, Previous Studies Not Implemented. Space Below for Minutes

Minutes: Due to not having a full committee time was spent bringing Toby and Frances up to date from the Aug. 19th meeting. Al Lima reviewed the Time Line Plan with Toby and Frances. The Advisory Committee was discussed, Toby had some concerns that someone may be left out and that a round table or forum was needed to get input from the general public. It was agreed that this would happen, but the timing of when this should happen in the process was not yet agreed upon.

The document Previous Studies Not Implemented was reviewed and it was suggested that issues be more clearly identified under heading and not plan - Appendix Plan. The following headings were suggested by Toby:

Circulation: Traffic, Parking; train, bike path, pedestrian, and auto

Values: Aesthetics, Historic

Land Use: Zoning, Housing, Open Space and Recreation

Commercial and Economic Viability / Opportunities

Frances presented a map of historic sites with a list for West Concord and informed us that she would be talking to Sue Curtin about updates on the historic aspects eventually it would be nice to have a color coded map.

**Pending:** No Meeting Sept. 2, 1992.; Sept. 9, 1992 Carol Dwyer Slide

## WEST CONCORD STUDY COMMITTEE

### Agenda/Minutes

Aug. 19, 1992

7:30-10:00 p.m.

#### Members In Attendance:

Judy Walpole	_____
Peter Farrow	<u>X</u> _____
Frances Benjamin	_____
Jim Waggett	<u>X</u> _____
Frank Shorey	<u>X</u> _____
Jane Prentiss	<u>X</u> _____
Maynard Forbes	<u>X</u> _____
Toby Kramer	_____
Al Lima	<u>X</u> _____

### Overview of Our Charge - Phase 1- Goal Date Roughly Oct. 1, 1992.

- . Define a study Boundary
- . Identify an Advisory Group
- . Review Previous Planning and related studies of West Concord
- . **Review the areas existing zoning and land use and open space areas.**
- . Identify the Scope of Work

### Discussion Topic in Bold: General Discussion - Minutes Follow

- . Reviewed keyed Zoning Maps-a **wetlands overlay** is needed
- . Industrial Zoned Areas-Reviewed parcel sizes for feasibility of a zoning change to IP or LIP only one parcel has enough area for IP-see table
- . Possible Impacts from any change from the current Industrial Use are: Parking, Traffic, Density.
- . If a **special zoning district** were to be created identify what it would provide and what impacts it could have.

Identified that Traffic Flow and Parking appear to be the most problematic areas, and the most difficult to facilitate improvement.

Specifics: Impacts of dev. Boston Gas Site-Spur Track access?

Discussion on Moving Handicap Platform at Rail station  
signal stays down the whole time train is at the station East  
and Westbound tying up traffic longer than necessary.  
Beharrell St. Parking/Post Office Fire Hydrant

Reaffirmed that the WCSC is to take an objective role on the Boston Gas Site.

AL Lima updated the Committee on White Row, presented a Time Line Plan for the study committee's review, prepared Zoning Maps, Tables and presented a summary of those issues which had been identified in previous studies but have not been implemented to date.

Advisory Committee: Size approx. 12 people to be pulled in for assistance, to review and respond to study plan as we proceed. List of Names started Jane to follow up with a phone call followed by a letter to nominees.

**Pending:** Aug. 26, 1992- Review Time Line Plan, Advisory Committee, and Previous Studies Not Implemented. **No Meeting Sept. 2, 1992.**

Also: Sept. 9, 1992 Carol Dwyer to give a slide presentation, discussion to follow.



Minutes: West Concord Study Committee Meeting of August 13, 1992

Present

Planning Board

Jane Prentiss, Chair

Peter Farrow

Affordable Housing Committee

Toby Kramer

Historical Commission

Frances Benjamin

West Concord Business Person

Maynard Forbes

West Concord Resident at Large

Frank Shorey

Department of Planning and

Al Lima, Director

Land Management

Marcia Rasmussen, Planner

Board of Selectmen

Judy Walpole

The meeting convened at 7:00 P.M. at the Harvey Wheeler Center, and moved to the second site walk to the sites west of the junction. On return to HWC, the Committee reviewed the Status of Recommendations dated August 12, 1992 prepared by Al Lima. There was extended discussion of defining the Committee's scope of study and approach to various issues.

Discussion at the next meeting is to focus on existing land uses as the introduction to establishing the values to be promoted for West Concord. The next meeting will be held Wednesday, August 20 at 7:30 at HWC. The meeting was adjourned at 9:50 p.m.

Subject: Minutes: West Concord Study Committee, August 6, 1992

Clerk: Frances Benjamin

Present:

Board of Selectmen Judy Walpole

Planning Board Peter Farrow

Jane Prentiss

Affordable Housing Committee Toby Kramer

Historical Commission Frances Benjamin

Natural Resources Commission Jim Waggett

West Concord Business Person Maynard Forbes

West Concord Resident At Large Frank Shorey

Staff Support Al Lima, Dir. Planning and Land Mgt.

Marcia Rasmussen

#### PROCEEDINGS:

The meeting convened at approximately 7:30 PM.

Visited Sites: 1 through 9 (see Sites List) and 11.

- o History of plans for sites explained by Maynard Forbes, Jane, and others. "Done and Undone"

#### SUBJECTS DISCUSSED:

- o Factors affecting October 31 target date for Phase 1 of Charge :
  - o Inability to meet in July
  - o Bradford Furniture moving
    - o Anything affecting Town Meeting must get in by January 11
    - o Zoning = Industrial; retail and personal service not allowed
    - o Ownership of Bradford land - Connie Olbrook? Joe Collins? (out of town) - may raise issues
- o JIP study
  - o No implementation plan; where's the money for railroad bed (bike walk) - Town Meeting?

SUBJECTS DISCUSSED, August 6, 1992 West Concord Study Committee Meeting, continued

- o Use of Boston Gas land for affordable housing
  - o Boston Gas may negotiate with Town -
  - o Boston Gas to keep 2 acres
  - o Remaining 6? acres to Town
- \* o Decision was made that the group's recommendations on various plans (Implementation or not) would be assembled by Al Lima, assisted by Jane Prentiss
- o Map exists showing 1000 degree radius from 99 intersection
- o Maynard Forbes to get list of pertinent business owners from Concord Chamber of Commerce
- o Business owner concern mentioned by Jane Prentiss: lack of storage space - relates to height restrictions
- o Al Lima; what are study area boundaries?
  - o non-residential zone?
    - o include Baker Ave?
    - o include White Row?
    - o basically - decided to use "Red Line" wall map
- o Role of advisory group = define directions first - then get publicity out

AGENDA, NEXT MEETING:

- o discuss undone initiatives - Al Lima's and new list

\* Amended